



**MINUTES OF THE SAYVILLE LIBRARY
BOARD OF TRUSTEES MEETING
Monday, October 20, 2025**

PRESENT:

Marianne Bastian
Joseph Loughren
Louisa Kieffer
Claudia Carpenter
Jennifer Fowler, Director
Timothy Sicurella, Assistant Director
Jody D'Ambrosio, Business Manager
Ivan Carrasquillo, The Facilities Management Group

ABSENT WITH EXCUSE:

Debra Mitchell

Library Board President Marianne Bastian called the meeting to order at 6:58 PM.

After review, a motion was made to approve the Minutes of the September 8, 2025 Regular Board Meeting. (Carpenter, Kieffer) Motion carried 4 – 0.

After review, a motion was made to accept the Agenda. (Kieffer, Carpenter) Motion carried 4 – 0.

Ivan Carraquillo, from The Facilities Management Group, reported that the cleaning of the Geothermal Wells by Delta Wells has been completed. He also reported that he is in communication with Roland's Electric to address the issues with the faulty emergency lighting that need to be rectified in order to renew the Library's Certificate of Occupancy.

After review, a motion was made to approve the October 1-14, 2025 Authorization list. (Loughren, Kieffer) Motion carried 4 – 0.

After review, a motion was made to approve the September 9-30, 2025 **Prepaid** Authorization list. (Carpenter, Loughren) Motion carried 4 – 0.

After review, a motion was made to approve the September 9-30, 2025 **Prepaid Capital** Authorization list. (Kieffer, Carpenter) Motion carried 4 – 0.

After review, a motion was made to approve the October 1-14, 2025 **Capital** Authorization list. (Loughren, Carpenter) Motion carried 4 – 0.

After review, a motion was made to approve the September 2025 Payroll Warrant as presented by L. Kieffer (Loughren, Carpenter) Motion carried 4 – 0.

The Treasurer's Monthly Financial Reports (Schedule of Appropriations) for the period ending September 30, 2025 were reviewed.

The Director's Report dated October 20, 2025 was reviewed.

The statistics and circulation figures for September 2025 were reviewed.

After review, a motion was made to approve Personnel report for October 2025. (Carpenter, Loughren) Motion carried 4 – 0.

The Adult Program Coordinator Report was reviewed.

The Assistant Director's Report was reviewed.

The Building and Grounds Report was reviewed.

The SCLS Draft of the fiscal year 2026 Budget was reviewed.

The SCLS – PALS 2026 Budget was reviewed.

After discussion, a motion was made to approve Rainbow Restoration to perform stated mold remediation and repair at a cost not to exceed \$30,000. (Loughren, Carpenter) Motion Carried 4 – 0.

After discussion a motion was made for special hours to accommodate Fan Fest set-up and breakdown. Close to the public on Friday, October 31, 2025 at 6:00 pm; Open to the public on Saturday, November 1, 2025 from 10:30 am – 4:00 pm. (Kieffer, Carpenter) Motion carried 4 – 0.

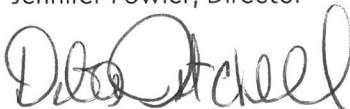
The calendar of events for October 2025 and November 2025 were reviewed.

The next Regular meeting will take place at 7:00 PM on Monday, November 10, 2025.

A motion was made to adjourn the meeting at 9:22 PM. (Carpenter) Motion carried 4 – 0.

Respectfully Submitted
Jennifer Fowler, Director

As taken by
Jody D'Ambrosio

A handwritten signature in black ink, appearing to read "Debra Mitchell", written in a cursive style.

Debra Mitchell
Board Secretary